

**REAL ESTATE TRANSFER FEE TRANSMITTAL**  
**Subchapter II, Chapter 77 of the Wis. Stats.**

Wisconsin Department of Revenue  
Division of State & Local Finance  
Bureau of Property Tax  
(608) 266-8162

County		County Code	Reporting Collections for the Month and Year of	
Returns Accompanying This Transmittal Report (Line 3, Col. C)			<b>DOCUMENT NO.</b>	<b>DATE RECORDED</b>
			BEGIN WITH:	
			END WITH:	
<b>RETURNS</b>		<b>COLUMN A</b> Returns For Conveyances Prior To Sept. 1, 1981 (Rate: 10¢ Per \$100)	<b>COLUMN B</b> Returns For Conveyances On Sept. 1, 1981 & later (Rate: 30¢ Per \$100)	<b>COLUMN C</b> <b>GRAND TOTAL</b> (Columns A + B)
1	Number of returns with a fee			
2	Number of returns without a fee			
3	Total number of returns (Lines 1 + 2)			
<b>COLLECTIONS</b>				
4	Fees collected by COUNTY*	\$	\$	\$
<small>* Total fees collected from line 19, Part IV of the Wisconsin Real Estate Transfer Returns (PE-500) accompanying this transmittal report. Attach separate adding machine tapes for the amounts entered on line 4, Columns A &amp; B above.</small>				
5	STATE share of fees collected	50% of line 4	80% of line 4	<div style="border: 1px solid black; padding: 5px; background-color: #f0f0f0;"> <b>DEPT. USE ONLY</b> </div> (Transmit this amount)
6	Adjustments (complete line 8 below)			
7	Net amount due Department of Revenue	\$	\$	
8	Adjustments - Explain	<b>COLUMN A</b>		<b>COLUMN B</b>
		\$		\$
		\$		\$
<b>TOTAL (to Line 6)</b>		\$		\$

NOTE: County Treasurers are no longer authorized to **refund** erroneously paid real estate transfer fees. Request for refunds should be sent to: Wisconsin Department of Revenue, Bureau of Property Tax, MS 6-97, PO Box 8971, Madison, WI 53708-8971.

Name of Preparer		Title	
Mailing Address			
Signature	Date Prepared	Telephone Number (       )       -	

State law (s. 77.24) requires county treasurers to remit the fees and returns to the department **by the 15th day** of the month following the close of the month in which the fees were collected.

1. Send the following:

  - a. Original Real Estate Transfer Fee Transmittal (P-520)
  - b. The Wisconsin Real Estate Transfer Returns (PE-500)
  - c. Adding machine tapes for amounts on line 4 above.

2. Send the following:

  - a. Make a yellow copy of the Real Estate Transfer Fee Transmittal (P-520) (Bank needs a yellow copy for deposit in correct account)
  - b. Remittance for the amount due the state – Grand Total, line 7

TO: Wisconsin Department of Revenue  
Equalization Section / Scanning  
2135 Rimrock Rd, Mail Stop 6-97  
Madison, WI 53713

TO: State of Wisconsin  
Real Estate Transfer Fee  
Drawer Number 387  
Milwaukee, WI 53293-0387

**OR if making payment electronically, fax copy to 608-264-6887**

3. Retain a copy for your records.